



# MARYLAND Department of Health

Board of Professional Counselors and Therapists

---

## RENEWAL NOTICE

\* The renewal portal for licensees and certificate holders whose licenses expire **January 31, 2020**, will open on **November 1, 2019**. Please access the portal by clicking on the “Renewal Notice” link which will appear in the center of the Board’s homepage.

\*The requirements for renewal (COMAR 10.58.05) can be found on the Board’s website under “Laws and Regulations” or by using the following link:

<http://www.dsd.state.md.us/comar/SubtitleSearch.aspx?search=10.58.05.%2a>.

\*Please note that a criminal history records check (CHRC) is only required if it has been 6 or more years since your last report. The date of your last CHRC may be found on the Board’s website under “License Verification”. If you are unable to determine the date of your last CHRC online, you may submit documentation reflecting the date of your last CHRC to the Board. If the Board is unable to verify the date of your last CHRC, you may need to obtain a new report. If you need a CHRC, the form is on the Board’s website:

[www.health.maryland.gov/bopc](http://www.health.maryland.gov/bopc).

\*Effective July 1, 2019, the Board no longer issues paper licenses or renewal licenses. Verification of renewal is available on the Board’s website under “License Verification”.

Please call the Board at (410) 764-4732 with questions.

***Please do not reply to this email.***

(10/09/2019)

